

Minutes of a Special Meeting of the Heritage Conservancy Board
Of the Town of Clarkdale, Held on January 31, 2004 at 12:00 P.M.,
In the Proposed Museum Building, Clarkdale, Arizona.

A Special meeting of the Heritage Conservancy Board of the Town of Clarkdale was held on January 31, 2004 at 12:00 p.m. in the Proposed Museum Building, 49 N. Ninth Street, Clarkdale Arizona.

Board Members:

Chairperson Patricia Williams
Vice Chairperson George Benatz
Linda McDonough
Jerry Wombacher (absent)
Jess Valdez

Staff: Admin. Assistant Charlotte Hawken

Others in attendance: John Sherman.

CALL TO ORDER - Chairperson Williams called the meeting to order at 5:20 p.m. and noted that all members were present.

PUBLIC COMMENT - There was none.

MUSEUM - Consideration of a scope of work for the improvements to the museum basement, prioritized by room and by tasks. The board walked through the building noting what work needs to be done to prepare it for a museum upstairs and an archives downstairs. The items discussed are included on the following Scope of Work:

Museum Basement

The priority spaces are the Archive Office and Research Room (room names are taken from the facilities master plan prepared by Architect Radoccia, copy attached.)

The tasks that the Board thinks they could do are underlined.

The Board requests that all patching be matched to the existing period finish.

There are old window gratings that used to be in the auditorium in the boiler room in the Clubhouse basement that could be altered to fit for security gratings on the windows.

1. **ARCHIVE OFFICE** - including storage closet.

Ceiling - patch and paint
Walls - patch and paint
Windows - Reglaze window panes
- Security gratings
Windows - Reglaze window panes
- Security gratings
- UV film

Other - Leave doorway to work room as is
and add door (period door is
available)

- UV film

Floor - acid etch and paint

2. **RESEARCH ROOM** - including storage closet.

Ceiling - patch and paint
Walls - patch and paint
Windows - Reglaze window panes
- Security gratings
- UV film
Floor - acid etch and paint

3. **UTILITY**

Do nothing.

4. **CIRCULATION** - do after upstairs remodeling.

Ceiling patch and paint
Walls - patch and paint
Floor - acid etch and paint

5. **WAITING AREA**

Ceiling - do nothing
Walls - do nothing
Drain - clear
Floor - acid etch and paint

6. **ARCHIVE STORAGE**

Do nothing. Sewer line is in this room.

7. **JAIL CELL**

Do nothing.

Museum First Floor

There are no priority rooms on this level.

The tasks that the Board thinks they could do are underlined.

The Board requests that all patching be matched to the existing period finish.

Some paint has been donated. There are old window gratings that used to be in the auditorium in the boiler room in the Clubhouse basement that could be altered to fit for security gratings on the windows.

1. **SMALL MUSEUM/DISPLAY**

Ceiling - patch and paint
Walls - patch and paint
Floor - strip glue
- sand and finish coat

2. **WORK ROOM**

Ceiling - patch and paint
Walls - patch and paint
Floor - strip glue
- sand and finish coat
Windows - Reglaze window panes

- Security gratings
- UV film

Other - Leave doorway to Small

- Museum/Display as is and add door
(period door is available)
- Leave door into restroom.

Patricia F. Williams, Chairperson

SUBMITTED:

Charlotte Hawken, Admin. Assistant

3. DIRECTOR'S OFFICE

Ceiling - patch and paint

Walls - patch and paint

Floor - strip glue

- sand and finish coat

Windows - Reglaze window panes

- Security gratings
- UV film
- Open up previous window on north wall

4. LARGE MUSEUM/DISPLAY

Ceiling - patch and paint

- Remove vent extensions

Walls - patch and paint

- 4" high wall next to stair
- Beadboard with cap

Floor - strip glue

- sand and finish coat

Windows - Reglaze window panes

- Security gratings
- UV film

Other - Remake wooden window screens.

- Interior wall
- Address extra outlets, etc.
- Leave glass in window
- Leave second (west) door to outside as is

5. RESTROOM

Per architect's plans. The Board is looking for a period door for the entrance.

6. STAIRWAY

Walls - patch and paint

Banister

Short gate at top of stairs.

Steps - Clean and finish. Do not paint.

GRANTS - Consideration of a wish list for grants.

This item was tabled to the next meeting.

FUTURE AGENDA ITEMS - None.

ADJOURNMENT - With no further business before the Board, and without objection, Chairperson Williams adjourned the meeting at 1:15 p.m.

APPROVED:
